



# BOARD OF VISITORS

THE VIRGINIA SCHOOL FOR THE DEAF AND THE BLIND  
P.O. BOX 2069  
STAUNTON, VA 24402-2069

Senator Emmett W. Hanger, Jr.  
Board Chairman

June 28, 2012  
Minutes of Meeting  
DRAFT

Senator Hanger called the meeting to order. Senator Favola attended remotely by phone conference from the Arlington County Public Library.

**Members present:** Senator Hanger, Senator Favola, Delegate Bell, Delegate Wilt, Alice Frick, Diane Sandidge, Donna Gateley, Jane McNeil, John Pleasants, Rachel Bavister, Virgil Cook.

**Members absent:** none

A quorum is present.

**Reading and approval of March 29, 2012 meeting:**

Board members had the opportunity to read and submit minor corrections in grammar. Grammatical changes were made to the minutes before the meeting. John Pleasants MOVED to accept the minutes as corrected. Motion was SECONDED. Motion carried by voice vote, Senator Favola abstained.

**ESCO report:**

Marvin Mahler reported on the technical energy audit of VSDB campus. Charlie Barksdale with the Department of Mines, Minerals, and Energy and representatives from Siemens were available to answer questions.

The Board approved the audit during the December 2011 meeting with the following goals: Allow VSDB to comply with EO-19, Change Chapel heat from steam to hot water to allow VSDB to discontinue electric steam boiler, Identify where money can be saved in utility usage, and to develop a project to accomplish the utility/energy savings.

The Technical Energy Audit is complete and Siemens is prepared to enter into a contract. Items to be accomplished:

- A. Chapel
  - 1. Heat and air conditioning of Chapel from central plant
  - 2. Building automation controls
  - 3. Window retrofit-energy conservation-interior storm windows
- B. Building automation controls upgrades (optimization) in the following buildings
  - 1. Main Hall
  - 2. Bradford Hall
  - 3. Lewellyn Gym
  - 4. Bass Hall
  - 5. Shafer Maintenance Complex
  - 6. Stuart Building
  - 7. Kiser Dorm
  - 8. New Blind Dorm
  - 9. Abernathy Natatorium (indoor swimming pool)
- C. Water conservation upgrades in the following buildings
  - 1. Chapel
  - 2. Bass Hall
- D. Attic/Roof insulation in the following buildings
  - 1. Chapel

## 2. Bradford Hall

### E. Lighting retrofit in the following buildings

1. Chapel
2. Bass Hall
3. Byrd Hall
4. Lewellyn Gym
5. Outside building and canopy site lights

### F. Shafer Maintenance Complex

1. Extend the lower cost Natural Gas Interruptible Gas Service to the Shafer Maintenance Complex.

### G. Additional savings will be accomplished with adjustments in the building systems of unoccupied spaces.

The listed items can be accomplished with funds that result from the guaranteed savings from the energy saving measures that are recommended. A Treasury Loan will pay for the construction and the loan will be paid back from the resulting savings. The finance amount will be \$855,956.00.

The ESCO project can also complete a long outstanding Capital Project to install sprinklers and air conditioning in Byrd Hall. The project will install sprinklers, install central AC, replace existing aging fin tube with central air, add building automation system and provide a warranty for the chiller.

Byrd construction will require the expenditure of \$400,000.00 of maintenance reserve funds to cover the system replacements.

Total project - \$2,001,757.

The project can start as soon as approval is given. The project will be paid for by the savings from reduced energy cost. The savings are bonded.

Virgil Cook MOVED to proceed with the ESCO project. The motion was SECONDED. The motion carried by voice vote.

## **School Reports:**

### Budget

Janice Rankin confirmed that all members had received the Acknowledgement of Indebtedness of State Agencies, and reported that VSDB would indeed finish the fiscal year without debt. The VITA bill has been paid in full by special funds provided by the General Assembly for that purpose.

No Child Left Behind grant application process has been changed. The school has only to submit an "intent to apply" notice at this time.

The proposed fiscal year 2013 budget for VSDB was provided to Board members prior to the meeting for review.

1283- travel, public carriers: \$200000.00 is for the transportation of student to and from the school for weekends.

1284- travel, state vehicle: \$16000.00 is for the maintenance of the state fleet vehicles. (Maintenance of vehicles is not included in the lease contract)

1322 – gas: \$95000.00 is natural gas

1323 – gasoline: \$14000.00 is gas for vehicles

1421- graduate scholarships: \$0.00. The VSDB Foundation provides scholarships for students. The scholarships are paid directly to the school.

VSDB received a 5% overall cut to the 2013 budget. A onetime \$300,000 allotment was approved to cover empty buildings. If buildings are rented in the middle of the fiscal year VSDB does not have to return any of the \$300,000. There have been several interested parties in renting the empty buildings, but Dr. Armstrong is not at liberty to provide that information in an open meeting. If the Board conducted a closed meeting for the purpose of discussing the renting of the empty building then Dr. Armstrong could provide that information to the Board. The fiscal year runs from July to June.

The elevator in Bass Hall is under repair. The contract will not be renewed and will be placed out for bid.

John Pleasants MOVED to accept the fiscal year 2013 budget as presented. The motion was SECONDED. The motion carried by voice vote.

### Human Resource

Nate McLamb presented a PowerPoint on staffing and the new teacher evaluation process soon to be implemented by the state.

Currently there have been six positions filled and 11 are under recruitment. VSDB has 181.5 full time employees (FTE) but only 163.5 are filled. VSDB follows the state employee pay scale for all employees except teaching staff. Currently teacher's salaries are based on a 2006-2007 teachers pay scale. Due to continuing budget cuts the teacher pay scale has not been increased since that time. All state employees received a 5% pay increase to compensate for the state requiring them to pay 5% into retirement. Mr. McLamb will be meeting with the state Department of Human Resource Management (DHRM) and will report at the next Board meeting.

Donna Gateley MOVED to endorse the new teacher evaluation process. The motion was SECONDED. The motion carried by voice vote.

### Deaf and Blind Department

Jack Johnson will report later in the meeting. Summer program updates will be presented at this time.

Erin Fernsler reported on the summer program for the deaf department. Twenty-two students registered, 16 attended; only four of the attending students were from VSDB. The theme was "Trash to Treasure". VSDB worked with James Madison University as part of a National Science Foundation grant for afternoon hands-on projects.

Carolyn Carver reported on the summer program for the blind department. Thirty-one students registered, 27 attended. The theme was "Looking Back on America- Harlem Renaissance", this tied in with the 1920 History SOLs.

### Diversity Report and Enrollment Update

These reports will be reported on later in the meeting.

**Lunch:** The Board toured the blind department summer program (deaf department was off campus) and ate lunch in the cafeteria.

### **Naming of education building and blind dorm:**

The floor was opened for discussion. After lengthy discussion John Pleasants MOVED to name the education building "Yates-Shinpaugh Education Building" and the blind dorm "Houser-Tyler Hall". The motion was SECONDED. The Board voted 10 in favor, one opposed, the motion carried.

### **Site Plan:**

Nancy Armstrong presented the Virginia School for the Deaf and the Blind Master Plan-June 1, 2012. The plan includes 72 acres and 20 buildings. All new buildings have been added. Dr. Armstrong asked the Board to approve the new master plan. Donna Gateley MOVED to adopt the master plan as presented. The motion was SECONDED. The motion carried by voice vote.

### **Authorization of signature:**

The Department of Education (DOE) requires a signed Authorization of Signature in Absence of Division Superintendent to be on file with DOE. Recommended are Nate McLamb, Director of Human Resources and Janice Rankin, Director of Operations. Delegate Bell MOVED to approve Mr. McLamb and Ms. Rankin to sign DOE documents in the absence of the Superintendent. The motion was SECONDED. The motion carried by voice vote. Senator Hanger signed the form as Chairman of the Board of Visitors and Nancy Armstrong signed as Superintendent. The signature page will remain in effect until a personnel change in any position.

### **School reports continued:**

Jack Johnson informed the Board that he has accepted a principal position at the South Carolina School for the Deaf. He is appreciative of all the support from the Board.

The move into the new education buildings is planned for August 6 & 7. The concerns of the staff are being addressed through training and orientation activities. Dr. Armstrong mentioned the student center activities have always been combined and the students are very receptive.

#### Enrollment update

Nineteen students graduated, 11 in the blind department, 8 in the deaf department. Three will be returning for additional training. Currently there are 105 students enrolled (including new students), 75 in the deaf department and 30 in the blind department. The school is receiving requests for admission information and several perspective students are in the evaluation process. The summer program might produce interest.

#### Parent Infant Update

Casey Morehouse and Sarah Shreckhise presented information on the preschool summer program. Six children are attending, five deaf and one deaf blind. Activities are centered on water play. Activities for the parents are also being provided.

The Parent Infant program has provided direct service to eight families. Over the past year the total outreach program has worked with 18 agencies and 19 school districts. There have been 50 contacts with parents and 53 audiology contacts.

#### **Update on current business:**

##### Foundation Report

Nancy Armstrong reported that the Foundation provided scholarships for students to attend the summer program. The Foundation is in the process of producing a request for proposal (RFP) to evaluate investment companies. Once the RFPs are received and reviewed the Foundation will select an investment company to manage the funds. The Foundation would like to bring in a professional to create a video about VSDB after the construction is complete. Dr. Armstrong has been asked by the Foundation to travel to different locations in the state to meet with state representatives to help increase the awareness of VSDB. The Foundation will cover travel expenses. The new horticulture program for students will be sponsored by the Foundation. Funds to cover a staff person to run the program and start up money are being provided.

##### Construction Report

Nancy Armstrong reported that the 70 million dollar construction project is close to completion. All buildings should be turned over by the end of July. The courtyard will be complete near the end of November. Darden Hall will be demolished and a parking lot will be installed. Kjellstrom & Lee, Ballou Justice Upton Architects, and the Department of General Services have been great to work with through the whole process. Housekeeping has been receiving training on Green Cleaning in conjunction with the new Forbo Flooring installed in the new and renovated buildings. Main Hall is next in line for work. Approximately one quarter of a million dollars has been allocated for the renovation process. The Board will discuss the possible uses of Main Hall at the next Board meeting. (Agenda item)

A dedication ceremony for the new education building is scheduled for September 13, 2012. Invitations will be sent to all Board members.

#### **New Business:**

##### ADA assessment of campus

John Pleasants reports that after the Blind Alumni meeting there were several issues brought to his attention on accessibility for blind persons on campus. The Alumni is requesting that an ADA assessment of the campus be conducted. One example is the railing on the front steps of Main Hall; they extend beyond the last step, creating a walking hazard for individuals with vision impairment. Another example is the doors in the new blind dorm; they are very difficult to open.

Mr. Pleasants was informed that an ADA compliance study was scheduled to be performed within the next 30 days. The architect and construction company would be held accountable for items found out of compliance.

ADA report will be presented at next Board meeting. (Agenda item)

#### Annual report

Alice Frick brought to the attention of the Board that the Bylaws of the Board of Visitors stipulate that an annual report will be given to the Governor each year. Does the Board currently do this? Discussion of an annual report will be on the agenda for the next meeting.

#### Demonstration of I-pad program

Donna Gateley demonstrated a program used by her deaf son to communicate with hearing individuals.

#### Evaluation of Superintendent

The Superintendent's evaluation is due in September. Nate McLamb will be in contact with Board members to facilitate this process. This will be an agenda item for next meeting.

#### Agenda Item for next meeting

Nancy Armstrong will report on contacts and trips made in support of the school.

#### **Public Comment:**

Race Drake addressed the Board. He is concerned with the declining number of students enrolled at VSDB. He wanted to stress the importance of recruiting and advertising the school. It is hard for perspective students to decide to attend VSDB when there are no other students in the same grade. Increasing enrollment should be a priority with the Board. Having a parent choice state would help with enrollment, the Deaf Child's Bill of Rights would have been a step in the right direction, but was defeated by a lobby group that supports school Superintendents. More needs to be done for parent choice.

#### **Next meeting:**

The Board will meet on September 27, 2012 at 10:00 am in the boardroom on the VSDB campus.

#### **Meeting adjourned**